

Contractor Tool kit

Program Packet for Contractors

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Delaware's Home Performance Program

Summary of pilot program

The Delaware Home Performance Program offers a comprehensive, whole-house approach to improving energy efficiency and comfort of existing homes, while helping to protect the environment. It is designed after the national Home Performance with ENERGY STAR® program managed by the U.S. Environmental Protection Agency (EPA) and U.S. Department of Energy (DOE).

How: Offered by the Delaware Energy Office (DEO), the Delaware Home Performance Program trains remodelers and trade contractors to evaluate homes using state-of-the-art equipment and recommend comprehensive improvements that will yield the highest energy savings at the lowest cost. A vigorous quality assurance program ensures that participating contractors maintain high standards in their work. The homeowners are presented with the results of the home energy audits and may then pick and choose which measures they would like the contractor to perform. Home performance contractors can also help homeowners take advantage of federal and state tax credits and incentives for energy efficiency improvements.

What would an energy efficiency renovation include?

- Sealing air leaks in the walls, attic, crawlspace and ducts
- Adding insulation
- Upgrading to efficient heating and cooling equipment
- Upgrading to ENERGY STAR lighting fixtures

Why would a Delaware homeowner want a home performance audit?

- Delaware homeowners qualify for a 20% rebate, up to \$750, on energy efficiency upgrades done by a Delaware Home Performance contractor, only after getting a home performance audit, as well as a 30% rebate up to \$1500 in federal tax incentives
- Homeowners in the region are living in drafty homes with varying temperatures across rooms and between floors.
- Nationally, Homeowners who received a home performance retrofit averaged a 20% reduction in energy bills.

Contact: For more information on Delaware's Home Performance Program, contact Charley Roberson at 302.735.3480 or charley.roberson@state.de.us.

Benefits of being a Delaware Home Performance Contractor

Delaware's Home Performance Program is an excellent opportunity for insulation and air sealing companies, heating, ventilation and air conditioning (HVAC) contractors, handymen, and home remodeling firms to expand their businesses. Distinguishing your company by partnering with Delaware Home Performance will make your company more competitive in the market.

To participate in this Program, a contractor firm must first pass Building Analyst training through the Building Performance Institute. Delaware Home Performance offers this training. There are many benefits to becoming a Delaware Home Performance Contractor, including being able to:

- Provide a value-added service to your existing customers
- Reduce the seasonal swing of your business
- Obtain new customers with a wider spectrum of services
- Expand your business by obtaining training and certification in areas of home improvement that are new to your firm
- Improve your sales closing rates
- Offer state and national energy efficiency tax credits and rebates

Training and marketing support is available for contractors interested in participating in the Delaware Home Performance program.

Who is a Delaware Home Performance contractor?

A Delaware Home Performance contractor is an individual who:

1. Is a Building Performance Institute-certified building analyst,
2. Has successfully completed the Delaware Home Performance mentoring requirements,
3. Follows the Delaware Home Performance standards and requirements including reporting (house leakage test with blower door, combustion safety testing, energy analysis including insulation, indoor air quality evaluation and much more)
4. Performs a Home Performance Energy Audit as requested by the homeowner

What is the Building Performance Institute?

Started in 1993, the Building Performance Institute (BPI) supports the development of a highly professional building performance industry through individual and organizational credentialing and a rigorous quality assurance program. For more information, please visit: www.bpi.org.

Steps to becoming a Delaware Home Performance Contractor

How to get started - Step by Step:

- **1.** Contact the program representative below to sign up for home performance training. Submit a check for \$1,000* payable to "Delaware Energy Office" for each person being trained.

Charley Roberson Delaware Home Performance with ENERGY STAR

Phone: (302) 735-3480 Email: Charley.Roberson@state.de.us

- **2.** Attend 4-day classroom/field training course to prepare you for the Building Performance Institute (BPI) Building Analyst (BA) certification. This class is optional, and serves only to prepare the contractor for taking the BPI Building Analyst examination.
- **3.** Take and pass the BPI Building Analyst certification written and field examinations. Each person being tested must bring a check for \$700 payable to **Delaware Energy Office** at least one day prior to the test.*
- **4.** Mail your completed Contractor Participation Agreement to program representative.
- **5.** Participate in 3-5 mentoring sessions within 3 months of the Building Analyst training.
- **6.** Provide proof that you have access to the required Delaware Home Performance Program diagnostic equipment.
- **7.** Complete and report on home performance jobs.

Incentives**

- Training class costs \$1,000 and BPI field examination and mentoring costs \$700. After meeting the training requirements, signing the Contractor Participation Agreement and completing 5 jobs, each contractor will receive a training cost reimbursement and 100% of the BPI field examination (e.g., for training cost of \$700 in refund).*
- For those Delaware Home Performance Contractors who do not pass and request to re-take the examination at a later date, the Program will offer the examination at a reduced cost of \$150 per re-test.
- Free in-field mentoring on the first 3-5 jobs.

** The Delaware Home Performance Program reserves the right to change the level of program and training incentives.

Delaware Home Performance with ENERGY STAR 1203 College Park Dr • Dover, Delaware 19904
www.energydnrec.delaware.gov

Rebate Opportunities from Delaware Home Performance

Exam Fees & Rebates

Exam Fee		Rebate
BPI Certification Exam (any designation)	\$700 (\$450 field, \$250 written) for any exam proctored by SENTECH.	100% of exam fee. <i>This rebate applies to all Building Performance Institute (BPI) certification exams proctored by SENTECH.</i>
<i>If you cancel less than 24 hours before taking an exam or do not show up for an exam, you will need to pay the full cost for that field or written exam (\$450 field, \$250 written).</i>		
Re-taking an exam	\$150 written \$350 field	Rebates only apply to the initial exam, not to re-tests.

Other Incentives

Reporting Incentive	There is currently no reporting incentive, so long as the 20% consumer incentive is active.
Mentoring Incentive	Free in-field mentoring on first 3-5 jobs (Mentoring costs DEO approximately \$2,000 per candidate)

General Rebate Eligibility Requirements:

- 1) Contractor pays the training or exam fee to the organization offering the training or exam.
- 2) Contractor passes the exam and becomes a BPI certified Building Analyst.
- 3) Contractor signs a Participation Agreement with the Delaware Home Performance program.
- 4) Contractor participates in mentoring and reporting a minimum of ten Home Performance jobs to Delaware Home Performance a year.
- 5) **When the 5th job is reported to the Program** – The Program will rebate the contractor up to \$700 of the cost of one eligible exam (if applicable). All rebates are sent at the same time as a single Exam Fee Rebate.
- 6) **Multiple Employees** – Contractors with multiple employees may receive Exam Fee Rebate and Reporting Incentive for each employee who successfully becomes certified. However, an additional five (5) home reports are required for each certified employee. For example, if you have two certified employees, you will receive an Exam Fee Rebate and Reporting Incentive upon the fifth (5th) home reported and another Exam Fee Rebate and Reporting Incentive on the tenth (10th) home reported.
- 7) **Additional BPI Certifications** – Contractors who successfully complete additional/advanced BPI certifications (beyond Building Analyst Professional) can earn additional rebates for the Exam Fees. To earn the additional Training and Exam Fee Rebates, the contractor must submit five (5)

additional job reports, beyond those already reported, after earning the additional/advanced BPI certification.

For example, if a contractor has reported 7 jobs and then earns a second BPI certification, the contractor will receive the Exam Fee Rebate for the second certification after reporting the 12th job to Delaware Home Performance.

8) Rebate checks will be issued once per quarter.

9) Contractors have up to six (6) months after a training to earn an Exam Fee Rebate. Five jobs must be reported to Delaware Home Performance within those six months in order to receive the Exam Fee Rebate.

Note: The Delaware Home Performance Program reserves the right to change the level of training incentives.

Recommended Pre-Training Resources

1. Review BPI Building Analyst Technical Standards (enclosed)
2. Saturn Resources, Inc. Field Guide for the Building Analyst, Residential Energy by John Krigger and Chris Dorsi, 2007.
Purchase through: www.srmi.biz
Cost: \$39

http://www.srmi.biz/Bookstore.Saturn_Books.Building_Analyst_Field_Guide.htm#BABEBCAJ

3. Saturn Resources, Inc. Residential Energy: Cost Savings and Comfort for Existing Buildings (4th edition) by John Krigger and Chris Dorsi, 2007.
Purchase through: www.srmi.biz
Cost: \$35

http://www.srmi.biz/Bookstore.Saturn_Books.Residential_Energy.htm#BABHIHFC

Required Home Energy Diagnostics Equipment List

1. Blower Door
2. Manometer – Comes with most blower doors
3. Ambient CO Meter
4. Combustion Analyzer – with capabilities to read flue temperature, combustions efficiency, and CO: such as Testo 327, Bacharach Fyrite Pro
5. Combustible Gas Leak Detector

Highly Recommended Equipment:

1. Extra hose kit that comes that can be purchased at the same time as the blower door
2. Pressure pan, such as the one from Energy Conservatory
3. Infrared Camera